



**LAND SUBDIVISION COMMITTEE MEETING MINUTES**  
**January 2, 2014**

**ATTENDANCE**

<b>Land Subdivision Committee Members</b>	<b>Staff</b>
Gregg Humphrey, Chairman	Joe Zeibert
Mike Johnson	Steve Keenan
Chris Richmond	Norm Sims
Matt McLaughlin	
Lori Williams	<b>Others</b>
Brian Wright	Phil Martin
Paul O'Shea	Mike Durr
Steve Hall	Jeremy Smith
Chris Harney	Kevin Silverthorn
Elliott McKinley	John Harris
	John Garrison
	Pat Rexford

- **CALL TO ORDER**

Gregg Humphrey called the meeting to order at 1:30 PM.

- **MINUTES OF MEETING**

Gregg Humphrey asked if there were any changes or corrections to the December 5, 2013 Land Subdivision Committee meeting minutes. Humphrey said hearing none, the meeting minutes would stand as approved.

- **ACTION ITEMS**

See attached

- **UNFINISHED BUSINESS AND NEW BUSINESS**

There was no unfinished business. There was no new business.

- **ADJOURNMENT**

The meeting adjourned at 1:42 PM.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1994-44

CENSUS TRACT # 16

**NAME OF SUBDIVISION:** South Grand Pointe – 2<sup>nd</sup> Addition – Lots 80 & 81 – Partial Plat of Vacation

**JURISDICTION:** City

**DATE OF MEETING:** January 2, 2014

**OWNER:** UCB Trustee, Trust # 95-119

**ENGINEER:** Farnsworth Group

**DESCRIPTION:** Pt. SW ¼, Sec. 36, T16N, R5W – Northwest corner of South Grand Avenue East and Knoll Pointe Place

0.091   **Acres**   2   **Lots**

**MOTION TO RECOMMEND:** Approve, Subject To

**BY:** Lori Williams

**2<sup>ND</sup> BY:** Chris Richmond

**VOTE:** Unanimous

Ken Silverthorn presented the partial plat of vacation.

Joe Zeibert, Regional Planning Commission, said there is a line on the plat that states said portion to be vacated is more particularly described as follows. He said the applicant shall move this line down so it is right above the legal description for the easement being vacated to eliminate any confusion. Zeibert said the plat is vacating the easement, not the platted lots. He said the applicant shall correct the signature block to reference the partial plat of vacation of this subdivision lot. Zeibert said there are some guy wires in this easement that will be addressed by the electric department (CWLP). He reminded the applicant that the final plat indicates no access to South Grand Avenue is allowed.

Elliott McKinley, Springfield Park District, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Mike Johnson, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Lori Williams, City Traffic Engineer, had no comments.

Matt McLaughlin, Springfield Building and Zoning Department, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Steve Hall, Sangamon County Department of Public Health, had no comments.

Chris Harney, CWLP-Electric, said the guy wire includes a distribution guy and a transmission guy that is not owned by CWLP. He said the line is an Ameren line. Harney said the electric line is for east Springfield. Harney said CWLP can relocate the guy for the distribution, but there is not much point in paying CWLP to relocate it. He said Ameren's guy leads will be longer than CWLP. Harney suggested the applicant contact Ameren. Humphrey asked how this affects the plat. Zeibert said he thinks the applicant will need to get approval from Ameren. Humphrey asked if this could be a subject to, to which Zeibert said yes. Zeibert asked the City if the security for the relocation is collected when Nate (Bottom, City Engineer) signs off on the plat. Williams said there will have to be security that the wire will be moved before the City Engineer signs off on the plat. Zeibert said there must be a letter from Ameren agreeing to the relocation and security.

Lori Williams made a motion to approve the partial plat of vacation, subject to:

- 1) Moving the line of text describing the vacation;
- 2) Correcting the signature block; and,
- 3) Providing a letter from Ameren consenting to the relocation of all applicable electric lines, and an acceptable form of security to Ameren and the City Public Works Department.

Chris Richmond seconded the motion and the vote was unanimous.

**Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.**

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2006-12

CENSUS TRACT # 36.04

**NAME OF SUBDIVISION:** Starwood Courts – 2<sup>nd</sup> Addition – Lot 23 – Partial Plat of Vacation

**JURISDICTION:** City

**DATE OF MEETING:** January 2, 2014

**OWNER:** Ram Innovations, LLC

**ENGINEER:** Martin Engineering

**DESCRIPTION:** Pt. SE ¼, Sec. 11, T15N, R6W – Southwest corner of Marryat Drive and Sandy Lane

0.006   **Acres**   1   **Lots**

**MOTION TO RECOMMEND:** Approve, Subject To

**BY:** Gregg Humphrey

**2<sup>ND</sup> BY:** Matt McLaughlin

**VOTE:** Unanimous

Phil Martin presented the partial plat of vacation. He said a structure was built in the easement and the plat starts to correct some of the issues with the plat. Martin said the hatched area on the plat is about 6 inches from the edge of the building.

Joe Zeibert, Regional Planning Commission, said the building permit was approved inside the easement area, to which the reply was correct. Zeibert said the building was then built in the wrong spot by 5 feet. Martin said he did not know what was approved, or built. The builder stated he made a mistake in measuring. Matt McLaughlin said what the City signed off on was 25 feet from the property line. Zeibert asked if there are utilities underneath, to which Martin replied yes. Martin said he is still researching but there is a sanitary sewer that should be 2-3 feet from the outside wall of the building. He said he has been talking with the City and the Sanitary District about a remedy for the sewer line so it is 10 feet away from the building. Zeibert said the applicant shall correct the point of commencement (POC) within the legal description. He said it starts at the northwest corner, not the northeast corner. Zeibert said the applicant shall fix the dimension that is 45.92 feet in the legal description, but 45.93 feet on the plat. He said the applicant shall correct the signature block to reference the partial plat of vacation of this subdivision lot.

Elliott McKinley, Springfield Park District, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Mike Johnson, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, said the sanitary sewer in the easement shall be relocated so the edge of the sewer trench is a minimum of 5-foot horizontally from the building footing. If the depth of the sewer is such that a 45 degree soil bearing zone of influence from the base of the footing is unachievable at the 5-foot horizontal distance, the sewer shall be located further away from the footing until the sewer trench is outside of the 45 degree soil bearing zone of influence. Martin said the building has a deep basement and he feels the applicant will be okay. He said he is looking at moving the sewer 10 feet away.

Lori Williams, City Traffic Engineer, said the sanitary sewer shall be relocated per SMSD and City Engineer's approval of the location. She said the sanitary sewer improvements shall need to be financially secured and completed before the partial plat of vacation proceeds to final approval. Williams said a professional land surveyor's seal, original signature, license number including date of expiration, and date of signing are needed. She said the applicant shall add the property owner's name, address, and telephone number. Williams said the applicant shall add a subdivision general land legal description to include the section, township, range, and the principal meridian.

Matt McLaughlin, Springfield Building and Zoning Department, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Steve Hall, Sangamon County Department of Public Health, had no comments.

Chris Harney, CWLP-Electric, said electric has been established so if the applicant can fit the improvements around the existing electric, there are no additional comments.

Gregg Humphrey made a motion to approve the partial plat of vacation, subject to:

- 1) Correcting the point of commencement (POC);
- 2) Fixing the dimension discrepancy between the legal and the plat;
- 3) Correcting the signature block;
- 4) Relocating the sanitary sewer per SMSD and City Engineer's approval of the location;
- 5) Submission of financial security and completion of the sanitary sewer relocation;
- 6) Adding a professional land surveyor's seal, original signature, license number including date of expiration, and date of signing;
- 7) Adding the property owner's name, address, and telephone number; and,
- 8) Adding a subdivision general land legal description to include the section, township, range, and the principal meridian.

Matt McLaughlin seconded the motion and the vote was unanimous.

**Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.**

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2013-09

CENSUS TRACT # 40

<b>NAME OF SUBDIVISION:</b>	Homer County Minor Subdivision – Final Plat
<b>JURISDICTION:</b>	County
<b>DATE OF MEETING:</b>	January 2, 2014
<b>OWNER:</b>	Mary Homer
<b>ENGINEER:</b>	Garrison Surveying
<b>DESCRIPTION:</b>	Pt. NE ¼, Sec. 6 and Pt. NW ¼, Sec. 5, T15N, R3W – South side of Bell Fountain Road, east of Tower Road
	29.014 <b>Acres</b> 2 <b>Lots</b>
<b>MOTION TO RECOMMEND:</b>	Approve, Subject To
<b>BY:</b>	Brian Wright
<b>2<sup>ND</sup> BY:</b>	Chris Richmond
<b>VOTE:</b>	Passed with one no vote

John Garrison presented the final plat.

Joe Zeibert, Regional Planning Commission, said the applicant shall call the exhibit Sheet 2 of 2 and the plat Sheet 1 of 2. He said the applicant could also put the septic fields on the face of the plat. Garrison said he would probably change it so it is on the face of the plat. Zeibert said the applicant shall reconfigure the area of the septic field to allow a driveway to be placed on Lot 2. He said the applicant shall show the existing utility lines. Zeibert said the applicant shall remove the setback lines. Zeibert said the applicant shall fix the spelling of along on the second to last line of the legal description. He said the applicant shall change the right of way (ROW) conveyance to Cooper Township. Zeibert said the applicant shall add a notary block for the ROW conveyance. He said the applicant shall submit certificates and covenants. Zeibert said the applicant shall include the septic setback dimension from the western property line for Lot 1. He said the applicant shall identify the existing seepage field. Zeibert said the applicant shall add the RPC signature block from the [County] subdivision ordinance to the plat. Zeibert said the Public Health Department will discuss the requirement to change the seepage field discharge note.

Elliott McKinley, Springfield Park District, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Mike Johnson, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, said the Sanitary District objects to development without all public utilities in place.

Lori Williams, City Traffic Engineer, had no comments.

Matt McLaughlin, Springfield Building and Zoning Department, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Steve Hall, Sangamon County Department of Public Health, said the state recently changed the state private sewage code and licensing act to adopt the state highway code. He said this means that septic field effluent can no longer be discharged into ditches. Hall said this is specifically in the code. This will require a change to the plat. He said there were also some changes to the code related to limiting layers. Hall said the limiting layer around here is usually the water table. He said there may be additional requirements when you build a septic system in this subdivision that make it more costly. Hall said most of the soils are good; two are questionable, with water table issues.

Chris Harney, CWLP-Electric, had no comments.

Brian Wright made a motion to approve the final plat, subject to:

- 1) Renaming the exhibit and the plat;
- 2) Reconfiguring the area of the septic field to allow a driveway to be placed on Lot 2;
- 3) Showing the existing utility lines;
- 4) Removing the setback lines;
- 5) Fixing the spelling of along in the legal description;
- 6) Changing the ROW conveyance to Cooper Township;
- 7) Adding a notary block for the ROW conveyance;
- 8) Submitting certificates and covenants;
- 9) Adding the dimension the septic field is setback from the Lot 1 western property line;
- 10) Identifying the existing seepage field;
- 11) Adding the RPC signature block from the subdivision ordinance; and,
- 12) Changing the seepage field discharge note.

Chris Richmond seconded the motion and the motion passed with Gregg Humphrey voting no.